



LEWISVILLE HIGH SCHOOL

P.O. Box 56, New Market, St. Elizabeth, Jamaica. W.I.
Tel: (876) 361-0576 Email: lewisville.high.sch@moey.gov.jm



Judith Townsend, BSc., MSc.
Chairman –Board of Governors

Duken P. Williams MSc. Ed. B.A., T.T. Dip. P.Q.P
Principal, Tel. 876-342-1911

6th Octopber, 2023

Ministry of Education
Mandeville Regional Office
17 South Race Course Road
Mandeville
Manchester

Dear Sir/Madam:

(Re: Timoy Myers)

The parent/guardian of **the above named student** is requesting a transfer from **Lewisville High School** to **Newell High School**.

The reasons given for the request is/**are** stated below:

- | | |
|--|---|
| ☒ Proximity to home | ☐ Medical reasons |
| ☒ Financial constraints | ☐ In the student's best interest |
| ☒ Change of address | ☐ Other |

I am willing to **accept** this student subject to the approval of the Ministry of Education & Youth.

Yours truly

Duken Williams
Principal

cc. The Principal
Newell High School

LEWISVILLE HIGH SCHOOL
P.O. BOX 56
NEWMARKET, ST. ELIZABETH

"Excellence is our Goal"

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